

PUBLIC TRUST BOARD ACTION LOG

Trust Board date	Minute ref	Action agreed	Add to TB planner	Lead Director	Completion date	Date cleared
15 December 2017	990/17	Workforce and OD Committee to receive an interim update on the Nursing Establishment Review		Director of Nursing	30 March 2018	Next meeting is May 2018
15 December 2017	994/17	Formal report in relation to the Guardian of Safe working to be presented to the Workforce and OD Committee. Medical Director to write formally to Dr Varma regarding this.		Medical Director	26 January 2018	Reporting still not adequate W&OD to monitor. Close item for TB
29 March 2018	222/18	Committee still not received assurance in March meeting. To remain as an open action update next meeting.			27 April 2018	
23 February 2018	127/18	Board Development session to be arranged for the Board to receive greater levels of assurance in relation to Patient Experience and Quality & Safety.		Trust Secretary	Tbc	Board Development planner agenda item
23 February 2018	156/18	Corporate Risk Registers to be updated at the Assurance Committees		Committee chairs	29 March 2018	Ongoing refresh of corporate risk registers. Revised register to be in place by May 2018
23 February 2018	163/18	Patient Experience Data to be included within the board reporting		Director of HR and OD	29 March 2018	IPR being reviewed. New version to May

						TB
29 March 2018	254/187	Highlight general themes within the Performance Report on Quality and Safety and report to Quality Governance.		Medical Director	27 April 2018	Work ongoing to improve reporting.
29 March 2018	263/18	Quality Governance Committee to received reports on Falls in April, Pressure Ulcers in May and CAUTI's in June.		Director of Nursing	10 May 2018	Received at QGC May. Complete
29 March 2018	264/18	Mrs Ponder questioned whether data is included from Louth Hospital, as it is often absent from Reports. The Interim Chair confirmed that a consistent approach needs to be undertaken to agree which data is included.		Deputy Chief Nurse	27 April 2018	
29 March 2018	290/18	The Interim Chair requested the staff survey is reviewed in more detail at the Workforce and OD Committee. The Committee were requested to quality assure the action plans to ensure they include the right elements to work towards		Chair Workforce and OD Committee	30 May 2018	
27 April 2018	355/18	The Interim Chair summarised that the further information which the Board were requesting was details on the acuity of the patients, the pathways for patients, the impact for patients in the community and how these could be kept at home, different approaches for recruitment and the risks around increased use of agency and locum doctors.		Medical Director	25 May 2018	